

26 November 1974

MEMORANDUM FOR: SA/OT

SUBJECT : DDO [REDACTED] Training Committee Meeting, 26 November 1974

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1. Mr. [REDACTED] opened the meeting with a discussion of the CIA Today and Tomorrow class. This class was begun in March 1973 and designed to fill a gap for those who would not attend the Mid-Career or AIS courses. (Jack [REDACTED] also inserted that it would fill the gap created by the demise of the CS Review.) OTR has had problems with registration for enrollment. We are not in a position to phone students to remind them of their enrollment in upcoming classes - on the average 250 students per running - and asked that the individual training officers remind their employees of the class.

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2. Mr. [REDACTED] also talked about the over-enrollment problems in the IWA which is required for all Agency professionals. However, it is designed for new employees. People who have been around for a couple of years should be put into the CIA Today and Tomorrow and take some of the load off of IWA.

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3. [REDACTED] reports the POA has been very successful. However, training officers should attempt to enroll their personnel as soon as possible.

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4. [REDACTED] gave a rundown on management courses, including the Grid, Fundamentals of Supervision and Management and the Management Seminar. (By the way, it cost OTR \$7,000 to send 12 students to [REDACTED].) He also discussed the two-day course on EEO run at NPIC, Financial Management, the Employee Development Course and Office Management Course.

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5. [REDACTED] gave a pitch for the AOC. He said we are not getting people for whom the course was intended. It is designed for officers with at least one tour overseas and the expectation of a further tour in the near future. Some of the area divisions are not sending people and he quoted the divisional breakdown figures we provided C/OTG. The AOC is in competition with the Mid-Career. The course has the reputation of being too oriented to OTS material and didn't get into ops per se. We are trying to reorient it --

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6. The special running we are conducting now has nine trainees. If the course is not going to get attendance, let's drop it. If this continues we will be losing guest speakers. The question is are the people from [REDACTED]

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25X1A and OTS using the course. If we don't push to get ops officers, we are not going to have the course. The subject of sending COS, DCOS and COB designates came up. [REDACTED] said he thought this was a great idea.

25X1A 7. [REDACTED] reminded the participants that we need enough students in the AOC who have had ops experience so they can talk operations in their discussions and seminars.

25X1A 8. [REDACTED] said that if we do not get enough enrollments for the January AOC class we will cancel it. He further explained that if we start cancelling one running at a time, the road to complete cancellation is very probable.

25X1A 9. [REDACTED] said "off the record" that the DDO Ops Training Task Force will probably be coming up with a recycling of ops training. He gave the OTR blueprint for the OFC, OC and cancellation of OSC. Not once did he mention that OTR was the catalyst on this subject, made no mention of the CT Task Force, and gave the impression to those in attendance that if such a change were to take place it would be at the instigation of the Task Force and not OTR.

10. ISG is going to levy a requirement on the area divisions to give a geographical indoctrination for their area analysts. Africa Division has the analysts sitting in the area desks so they are handling this on their own.

25X1A 11. [REDACTED] brought up the [REDACTED] memo and said OTR would be offering a course in economics. [REDACTED] (sp?) has run a course or two on this subject for LA Division and will soon run another. I took the opportunity to tell [REDACTED] and the training officers in attendance that you were looking into running an economics course and you would like an informal reading from the individual training officers as to a ball park figure on the numbers of students we could expect from the various divisions if we were to run such a course. [REDACTED] said he thought numbers could not be provided until we came up with a rough outline of the course.

25X1A 12. Later in [REDACTED] office I explained once again of our need for rough figure of possible students for an economics course. He said he would be glad to circulate a memo to his training officers on this subject were we to supply a blurb.



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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: <span style="background-color: black; color: black;">[REDACTED]</span> 25X1A SA/OT 1025 CofC		EXTENSION 3185	NO.  DATE 27 September 1974
TO: (Officer designation, room number, and building)	DATE RECEIVED      FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. DDO/TRO			<p>Jack:</p> <p>Attached are some statistical compilations related to operations training. One is a brief look at the officers (both DO and OTR) who are currently assigned to ops training duties in OTR. The other two are statistical reviews of the BOC and AOC to show data on the students who have been taking those courses.</p> <p>I've included sufficient copies for all members of the DDO Operations Training Committee. I would be glad to meet with the Committee at any time to help interpret some of the statistics and answer questions as necessary.</p> <p>When the Committee visits the <span style="background-color: black; color: black;">[REDACTED]</span> 25X1A on 9 and 10 October the training methodology and course content of the BOC and AOC will be explained by <span style="background-color: black; color: black;">[REDACTED]</span> officers. 25X1A</p> <p style="text-align: right;">Dale</p>
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